

Request for Qualifications (RFQ): Tessa's Tale Children's Book Illustration (Richland County Stormwater Management and Columbia Water)

CALL FOR ARTISTS

Book Illustration Opportunity

Richland County Stormwater Management and Columbia Water, Columbia, SC

Deadline for Submissions: October 22, 2021

Request for Qualifications: Tessa's Tale Children's Book Illustration

Richland County Stormwater Management and the City of Columbia's Water Division is seeking to commission an artist or artist team to design and illustrate an original series of paintings or drawings for an activity book focused on water education and awareness for the public.

PROJECT OVERVIEW

The City of Columbia and Richland County are recognized as destinations for experiencing great rivers and water recreation like fishing, kayaking, or tubing. In addition to outdoor activities, the waterways provide a source of drinking water to over 450,000 people. In an effort to protect these sources, Richland County Stormwater Management and Columbia Water often partner together to educate the public about water conservation and bring awareness to issues that impact water quality.

Tessa's Tale is an activity book for elementary school students written by a Richland County Stormwater Management employee. The story follows the journey of a fish named Tessa through different scenarios investigating water quality in a local waterway. The final project will consist of a series of six (6) illustrations that will be copied into the book and reproduced for educational programming with school-age children.

The artwork submitted should be geared towards children ages seven to twelve (7 to 12) and should help to create the world that Tessa lives in for readers. Drawings or paintings specifically referencing the wildlife and waterways of the South Carolina Midlands is preferred.

BUDGET: \$4,000.00

The project budget is inclusive of all project costs, including artist's fees and expenses, taxes, materials, travel, insurance fees, design, installation/execution and transporting of the artwork to the project site.

Request for Qualifications (RFQ): Tessa's Tale Children's Book Illustration (Richland County Stormwater Management and Columbia Water)

ELIGIBILITY

This call is open to artists and teams who have demonstrated experience in creating original drawings or paintings and are **legally qualified to work in the US**. Artists are allowed to utilize digital software (such as Painter or Draw Pad software) or traditional mediums (i.e. paint, charcoal, pencils, etc.) to complete the illustration. All work must be original and the intellectual property of the artist or artist team. **Artists must have a W-9 and/or be able to receive electronic payments.** Submissions not meeting eligibility requirements will be withdrawn from consideration.

Submission Requirements

1. Cover Sheet with the following: Artist(s) best and most up to date contact information including: name(s), mailing address, telephone number, and email
2. Credentials: CV/Resume
3. Two Professional References: (names, phone numbers and email addresses)
4. Letter of Interest (limit one page) detailing your relevant experience, interest, and a general approach to this project
5. Portfolio of Past Work: five to ten (5 to 10) images of previous works (please limit only one image per page)
6. An annotated Image List: brief descriptions with title, date, location, materials, art budget for each item submitted in the portfolio (For team applications, please indicate the lead artist for each project.)

****Please Note:**

DO NOT SUBMIT images of incomplete projects or project proposals, preliminary sketches, or proposal ideas for this project.

EVALUATION CRITERIA

A panel will evaluate applications on the following criteria:

- Quality and aesthetics of past work
- Experience with art projects of a similar size and scope
- Ingenuity/innovation of materials
- Demonstrated experience working with communities
- Flexibility and approach working on public projects

Selection Process

A selection panel consisting of City of Columbia and Richland County staff will review all eligible submissions.

Up to four artists will be short-listed by the selection panel. Short-listed artists will be provided a copy of the current edition of Tessa's Tale for context and inspiration. Short-listed artists will then be asked to develop a concept design proposal and compensated a stipend of \$250.00 (one

Request for Qualifications (RFQ): Tessa's Tale Children's Book Illustration (Richland County Stormwater Management and Columbia Water)

stipend per individual or artist team) in the form of a gift certificate to City Art upon presentation of their complete concept design proposal. The Concept Design Proposal shall include: a brief one page project narrative explaining the general context and approach of the artist's concept, anticipated timeline for the completion of all illustrations, and a painting, drawing, or digital rendering of Tessa in one scene.

The selection panel will review each Short-listed artists' completed concept design proposals and choose one artist to award the commission. Short listed artists will be strongly encouraged to read Tessa's Tale and visit local waterways prior to submitting their final concept design proposals.

The selection panel will review each short-listed artists' completed concept design proposal and choose one artist to receive the commission.

Proposed Timeline

- | | |
|--|-------------------|
| • Submission deadline | October 22, 2021 |
| • Short-listed artists notified | October 29, 2021 |
| • Short-listed artists proposal deadline | November 12, 2021 |
| • Selected Artist under contract | December 1, 2021 |
| • Target Final Project Deadline | January 7, 2022 |

Artists' Responsibilities

Selected artist(s) or artist team will be expected to work with Richland County Stormwater Management and Columbia Water staff or their designees to develop and implement the specifications and details of the art project.

Including the following:

- Developing the final design proposal inclusive of descriptive narrative within the project budget, and proposed project timeline
- Selecting appropriate materials for the artwork
- Attending meetings with stakeholders as necessary (virtual or in person)
- Providing safe transport/delivery of final work
- Providing detailed instructions to care for and maintain the artwork
- Providing public statements or appearances (virtual or in person) to promote the commissioned project

Questions regarding this solicitation must be directed in writing to Mimi Draft at minnetta.draft@columbiasc.gov or Chenille Williams at williams.chenille@richlandcountysc.gov. Submit all qualifications to either Mimi Draft at minnetta.draft@columbiasc.gov or Chenille Williams at williams.chenille@richlandcountysc.gov.